

**MINUTES-REGULAR MEETING  
CITY OF GODDARD  
118 NORTH MAIN, GODDARD, KS  
MONDAY, JUNE 15, 2015**

The Goddard City Council met in a Regular Session at Goddard City Hall on Monday, June 15, 2015 at 7:00 p.m. with Joe Torske presiding. Councilmember Torske provided the invocation. Council members present were Larry Zimmerman and Chris Hedrick. Councilmember Enrique Ramirez arrived at 7:16 p.m. Mayor Gregory and Councilmember Hahn were absent.

Also present were: Brian Silcott, City Administrator; Kyler Ludwig, Assistant City Administrator; Teri Laymon, City Clerk; Sam Houston, Police Chief; Matt Lawn, City Treasurer; Tylor Struckman, Public Works Operations Manager; and Harlan Foraker, City Engineer.

**APPROVAL OF THE AGENDA**

Proclamations, Awards, Recognitions and Nominations were removed from the agenda

**MOTION:** Councilmember *Hedrick* moved to approve the agenda as amended. Councilmember *Zimmerman* seconded the motion. The motion carried unanimously.

**CITIZENS' COMMENTS**

Jerry Talley, 901 North Main Street, stated that he lives behind Kwik Shop and is dealing with a trash problem caused by Kwik Shop and Orscheln's open trash bins. Talley said the wheat field next to him is littered with trash as well. Talley added that he and his wife are disabled and unable to pick up the trash all the time.

Wendy Ramirez, 2665 Spring Hill Court, thanked the City Council for providing water at the community garden. Ramirez said this was the first year that she has participated in the community garden and they are reaping the benefits.

**APPROVAL OF CONSENT AGENDA**

The City Clerk submitted for approval, the consent agenda, which includes the minutes of the regular meeting dated June 1, 2015 and an accounts payable list dated June 8, 2015 for \$63,334.40.

**MOTION:** Councilmember *Hedrick* moved to approve the consent agenda. Councilmember *Zimmerman* seconded the motion. The motion carried unanimously.

**2015 CHAMBER OF COMMERCE DISBURSEMENT & 2016 ALLOCATION REQUEST**

Wendy Ramirez, Executive Director of the Chamber of Commerce came before the City Council to request the 2015 disbursement of funds and to request the allocation of funds for the 2016 budget. Ramirez provided an introduction of the new board members, reviewed the membership levels, and provided a list of current projects. Ron Fehr, President of the Chamber stated they are focusing on getting the members involved in order to reap the benefits of being a member.

**MOTION:** Councilmember **Ramirez** moved to approve a disbursement of \$10,000 to the Goddard Chamber of Commerce. Councilmember **Torske** seconded the motion. The motion carried unanimously.

Tylor Struckman, Public Works Operations Manager stated Staff has updated the City's street & roadway inventory and maintenance schedule for 2015, which calls for 18 streets to undergo pavement preservation work. This work includes crack and edge sealing followed by a surface seal application.

Struckman provided four bids and announced that Circle C Construction and Paving submitted the lowest bid for the 2015 Street Maintenance Program for \$73,304.62.

Struckman explained that because bids are well below the budgeted amount, staff recommends adding crack filling and crack and edge sealing on the older streets in an effort to extend their lifecycle until a full depth rehabilitation can occur. These streets include 1<sup>st</sup> Street from Walnut to 199<sup>th</sup>, 2<sup>nd</sup> Street from Walnut to Main, 3<sup>rd</sup> Street from Walnut to 199<sup>th</sup>, 4<sup>th</sup> Street from Oak to Main St., and Main Street from Kellogg to 23<sup>rd</sup>. Struckman said Circle C provided a bid for the crack filling and sealing on these streets for \$28,253.14.

Struckman recommended the City Council approve both projects for a total amount of \$111,714.00 (101,557.76 with a contingency amount of \$10,156.24). Struckman recommended allocating the cost to account number 40-410-8410.

Struckman said the work is to be completed by August 7, 2015.

**MOTION:** Councilmember **Hedrick** moved to approve the contract with Circle C for \$111,714.00 from line item 40-410-8410. Councilmember **Ramirez** seconded the motion. The motion carried unanimously.

### **NEIGHBORHOOD BLOCK PARTY ROAD CLOSURE REQUEST**

Kyler Ludwig, Assistant City Administrator stated that Council has requested that all road closure applications and special event permits come to the governing body for a final decision.

Mark and Samantha Sanger have requested to close 4<sup>th</sup> Street from 621 to 511 east. The road would be closed from 5pm through 12am on July 4. This closure has historically been allowed for a neighborhood firework show.

**MOTION:** Councilmember **Zimmerman** moved to approve the request to close 4<sup>th</sup> Street for the special event. Councilmember **Ramirez** seconded the motion. The motion carried unanimously.

### **ELECTRIC SERVICE INSTALLATION FOR LINEAR PARK**

Kyler Ludwig informed the City Council that each October during the Fall Festival, a carnival is invited to town and the employees of the carnival typically live in Linear Park for one week. Historically they have parked off Main Street, because it has adequate electricity and water. Requests have come from citizens and staff to use an alternate location. The employees of the carnival request that they be provided with electricity, water, and that they are in a location where they can watch over their equipment. The most viable alternative location that meets the requirements is near the bus barn off Walnut Street.

Ludwig provided two bids to put in a new electrical box that would be adequate to support the carnival employees and stated the low bid came from Graf Electric for \$2,225.00. In addition to the electric relocation cost, staff would also need to provide water, which is estimated to cost an additional \$2,000.00.

Ludwig recommended the City Council accept the bid from Graf Electric for \$2,225.00 and using funds from 10-320-8600.

**MOTION:** Councilmember *Hedrick* moved to accept the bid from Graf Electric for \$2,225.00 allocated from fund 10-320-8600 and to allocate \$2,000 for water supply. Councilmember *Zimmerman* seconded the motion. The motion carried unanimously.

### **RESIDENTIAL SANITARY SEWER SERVICE EXTENSION**

Brian Silcott explained that the City agreed to provide sewer service to properties as part of consents to annex specific properties into the corporate city limits. As such, Don McCullough and Joe McCullough have asked for service to be provided to their properties located at 911 and 951 S. 199<sup>th</sup> Street West. The project will call for the installation of grinder pumps for the existing residential properties.

The project calls for the installation of three grinder pumps as well as the power supply for each pump, as well as all associated piping (approximately 1800 linear feet) to connect the properties to the existing main on 199<sup>th</sup> Street located near the Public Works Facility.

Staff contacted three firms for bids on the project with price quotes as follows:

<b>Vendor</b>	<b>Price</b>
McCullough Excavating	\$46,575
Nowak Construction	\$42,800
Brand Plumbing	No Response

Silcott recommended the City Council approve the low bid from Nowak Construction for \$42,800 and to allocate the expenditure to the Capital Improvement Fund line item 90-665-8310.

**MOTION:** Councilmember *Ramirez* moved to accept the bid from Nowak Construction for \$42,800 and to allocate the expenditure to line item 90-665-8310. Councilmember *Zimmerman* seconded the motion. The motion carried unanimously.

### **DISCUSSION OF 2016 GENERAL FUND BUDGET**

Brian Silcott and Matt Lawn, City Treasurer reviewed the 2016 budget for 15 departments in the General Fund.

*No Action was taken*

## **CITY ADMINISTRATOR'S REPORT**

Brian Silcott reviewed the following City Administrator's Report dated June 15, 2015

To: Honorable Mayor and City Council  
From: Brian W. Silcott, City Administrator  
Cc: Department Directors & Staff  
Re: City Administrator Report for June 15, 2015  
Date: June 15, 2015

Staff Vacancies: Interviews are underway for the position of Director of Community Development. A second round will occur next week with a 3<sup>rd</sup> interview occurring with the desired candidate sometime the same week. The Wastewater Operator position have been advertised through LKM and HRE Partners with review of applications occurring on June 22<sup>nd</sup>.

May Sales Tax Collections: The City received \$102,357.29 in sales tax collections for the month of May. The City's share of the County tax totaled \$58,096.32. The local City sales tax collected totaled \$44,260.97.

Sedgwick County Jail Fees: Sedgwick County is increasing the cost of housing inmates at the County detention facility. The cost is increasing to \$2.37/hour for each inmate housed for a municipal crime. The current rate is \$2.34/hour. The City paid a total \$40,889 for inmate housing in 2014.

Walnut Street Project: The project's preconstruction conference is scheduled for tomorrow, June 16<sup>th</sup>. The dates for the open house will set at this meeting. We tentatively anticipate a meeting late this week and perhaps early next week. Staff will also go door-to-door delivering flyers for the event and will answer questions the Citizens may have on the project. Construction will begin on June 22<sup>nd</sup> and should end by August 7<sup>th</sup>.

Planning Commission: The June 11<sup>th</sup> meeting was postponed due to a lack of quorum and will be rescheduled for the week of the 22<sup>nd</sup> through the 26<sup>th</sup>. The agenda will review design criteria and site plan for The Assembly at Goddard Church.

Congratulations to Goddard Officers Wolff and Ferweda who graduated KLETC on Friday and have now begun their field training.

Respectfully Submitted,

*Brian*

Brian W. Silcott,  
City Administrator

## **GOVERNING BODY COMMENTS**

Councilmember Zimmerman expressed his concern regarding the cement that is chipping on the walking path.

Councilmember Ramirez Congratulated Officers Ferweda and Wolff on their graduation from the Police Academy.

Councilmember Ramirez spoke positively about the Goddard Chamber of Commerce. Ramirez said they are a fun group and said it is nice to see young and old come together.

Councilmember Hedrick asked the status of the STAR bond project. Brian Silcott confirmed that the footing design was approved by Sedgwick County today.

Councilmember Torske asked the status of the Truck Stop. Brian Silcott said the new owner of the property has pulled a permit for the interior of the building.

### **EXECUTIVE SESSION**

**MOTION:** Councilmember *Ramirez* moved to recess into executive session for 15 minutes after a 5-minute break, to discuss the acquisition of real estate to include the City Administrator. Councilmember Torske announced the open meeting to reconvene in the City Council Chamber at 9:05 p.m. Councilmember *Hedrick* seconded the motion. The motion passed unanimously.

*The City Council recessed into executive session at 8:45 p.m. and reconvened at 9:05 p.m. Councilmember Torske announced there was no binding action taken in executive session.*

**MOTION:** Councilmember *Zimmerman* moved to recess into executive session for an additional 20 minutes to discuss the acquisition of real estate to include the City Administrator. Councilmember Torske announced the open meeting to reconvene in the City Council Chamber at 9:25 p.m. Councilmember *Hedrick* seconded the motion. The motion passed unanimously.

*The City Council recessed into executive session at 9:05 p.m. and reconvened at 9:25 p.m. Councilmember Torske announced there was no binding action taken in executive session.*

### **ADJOURNMENT**

**MOTION:** Councilmember *Hedrick* moved to adjourn the regular meeting. Councilmember *Ramirez* seconded the motion. The motion carried unanimously.

*Meeting adjourned at 9:28 p.m.  
Teri Laymon, City Clerk*